



CITY OF ATLANTA

Job Announcement

TELECOM SPECIALIST

STARTING SALARY: \$34,590
Salary Grade 15

Applications Accepted From: May 30, 2006 until June 13, 2006

Minimum Job Requirements

Persons applying for this position must have an associate degree in Information Technology or a related field and must have at least two (2) years experience supporting telecommunication devices and systems. Applicant must be able to recommend, implement, and support telecommunication devices and services. Knowledge of the following required: Nortel and Avaya PBX, digital key systems and peripherals, wireless telecommunications devices including cellular phones, PDAs (Blackberry); pagers; cellular data technologies. Applicant must be able to manage multiple projects; document telecom environment and services; and partner with City subcontractors and service providers to meet City service level agreements (SLAs). Equivalent combinations of training and experience will be determined under prescribed guidelines.

Duties for this Job:

The Telecom Specialist will be part of the telecommunications team providing telephone, wireless devices, cable television, inside wiring and other telecom services to the City's end users. The telecom specialist must maintain the City's standards for all telecommunications systems and services; must respond to departmental and end user requests for telecommunication service in a timely manner; must resolve all problem issues, or escalate to the appropriate team member or service provider to ensure timely resolution. The specialist must document the configuration of all systems and circuits; and track daily and weekly activities through the Help Desk system; and assist in the development and delivery of telecommunication training material. Duties may require after hours support. The telecom specialist will report to the Network/Telecom Manager; must be able to manage multiple projects; and must coordinate activities with other IT divisions to meet the department's overall objectives.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.

The hiring authority will contact only those applicants they deem most appropriate for the position. Letters will not be mailed to individual job applicants.